

## **MAYOR AND COUNCIL MEETING**

Monday, November 10, 2003, 7:00 p.m.

Pledge

Roll Call - Harrington, Smith, Greenfield, Stull, Castle, and Bell.

Mayor's Remarks

Attendance at Brunswick High School game on Friday. City recognized by Boosters for \$20,000 donation to stadium lights.

Brunswick Citizen Advisory Committee meeting Thurs 11/13 @ 7:00 at City Hall.

Auditor will here to present audit on Tuesday 11/25.

Approval of Minutes—October 14, 2003 & October 28, 2003

Motion to approve - Castle

2<sup>nd</sup> - Stull

Vote 6 - 0

### Staff Reports/Committee Reports

Geri - Recreation Report

Block Party had great turnout at Railroad Square.

Parade 166 registrants 147 participated, between 10,000-13,000 attendants at parade

December 4 tree lighting & Children's Christmas party

December 6 Santa on fire truck.

Bell - Committee that decorated tree want to re-decorate tree for the Holidays.

Mayor - Proceedings are being televised video and audio.

Darrell Droneburg - Public Works.

Repaired four leaks, placed pet signs, moved trailer to campground, etc.

Bell - Inquires if parking meters were checked in West end.

Darrell - Holes need to be drilled to place parking meters.

Darrell - Water/Wastewater flow report.

Chief - October enforcement report. Violent crime low.

Police Training for entire Department.

Bureau of Justice Administration Grant was received that will supply a bomb dog with the funds.

Rick Stup - Planning & Zoning

No P&Z meeting in October.

Vacancy in Board of Appeals member and alternate.

Dave D - Utility billing finished last week. A few problems occurred but resolved.

New e-mails for some city officials are posted on channel 99 in response to new web domain name of [www.brunswickmd.gov](http://www.brunswickmd.gov). Received from Commerce Department.

Joe Moss - ARRO - Project progress report. (see attached)

Harrington - Questions propane station status.

Stup - Planning Commission approved temporary dry lines pending Mayor and Council approval.

Smith - Questions why East Potomac St. sewer project is on hold.

How does CDBG grant East Potomac St lines effect I&I loan.

Joe Moss - Would like to look at scope of I&I again to see impact.

Smith - Is engineer costs on 5<sup>th</sup> Ave. reimbursable costs form developer?

Rick - Yes, they will be billed.

Bell - Questions as to sidewalls at reservoir cover.

Castle - Business Directories have been distributed.

Next business breakfast will be on November 19, 2003.

Received donation from IKO development for Movies in the Park.

Stull - Campground season ending. Critique last week for Railroad Days and Veteran's Day.

Smith - Questions contents of financial report and BB&T credit card.

Dave - Complete report forthcoming with approved budget, expenses, and revenues. States

normal procurement process required for all expenses, i.e., over \$100 requires Mayor and City Administrator's approval. I have only card and watch it very closely.

Citizens' Forum

Jenny Jones - 5<sup>th</sup> Ave. Hunter's Knoll - Questions snow plowing.

Mayor - City will plow up to new roadway with developer to plow new section.

Jenny Jones - Asks where sidewalk will be.

Rick - Hunter's Knoll is required to place curb & gutter.

Kevin Fouche 807 5<sup>th</sup> Ave. - Is room for parking along 5<sup>th</sup> Ave.

Rick Stup - Parking will be allowed, except within first 100 feet.

Smith - Should Council vote on resolution on 5<sup>th</sup> Ave.

Mayor - Cost to City of overlay will come back to Council next Spring.

Teresa Stocks, Delaware Ave - Like to remove some of the tree decorations in poor condition and replaced with some XMAS items. Would like to leave a billboard.

Mayor - The billboard is up to SHA.

Teresa Stocks - Parade great. Railroad Days should be changed to a different date for more participants. Many other events occurred on the same day. We need to attract more crafters.

Mayor - Changing the date is an option. Critique addressed how to attract more crafters.

Harrington - Bulk Trash this weekend.

Castle - Fall cleanup this Saturday at Public Works, 8 - 4. Tires received at \$3.00, not \$2.00.

Mayor - Mulch site workshop Wednesday at 7:00 p.m.

Old Business:

Rick Stup - Right-of-Way Obstruction Permit (see attached) Modeled after Frederick County.

Mayor - Inquires as to inspections. Questions if \$50 fee is sufficient.

Rick - Engineer or public works personnel. Fee can be broken down into parcels is necessary

Motion- Stull proceed preparation for Ordinance for Right-of-Way Obstruction procedure and permit, also resolution for permit procedure.

2<sup>nd</sup> - Castle

Harrington - Questions if contractors will do all tap work.

Rick - Recommendation that Public Works do no tap work due to liability and responsibility for outcome.

Vote to approve, 6 - 0.

New Business:

Rick Stup - Conditional Acceptance of Public Improvements—Galyn Manor  
Off-site water and sewer, portions of on-site, and pump station.  
Maintenance and snow plowing is developer's responsibility.  
Staff requests we conditionally accept improvements with enumerated stipulations.  
(see attached)

Bell - Will City be covered if outside contractor needs to be used.

Rick Stup - We have full time inspection. We can bill developer for any costs.

Bell - Have they bought hydrant meters yet?

Rick Stup - First U&O will require meter.

Castle - Questions if Council names new streets.

Rick - County have street name ordinance and street names are approved by Planning and Zoning Commission.

Smith - When will pumping station be operational?

Rick Stup - Testing continuing. Leo will assume responsibility once houses are charged with water and sewer service.

Mayor - Needs to decide what the fee will be.

Motion - Smith adopt recommendations of staff

2<sup>nd</sup> - Stull

Vote 6 - 0 to approve.

Adjournment - 8:20

Approved By: \_\_\_\_\_  
Mayor Date

Witnessed By: \_\_\_\_\_  
City Administrator Date